

DDA SUBJECT FILE COPY

ROUTING AND TRANSMITTAL SLIP			Date
			30 JULY 87
TO: (Name, office symbol, room number, building, Agency/Post)			Initials Date
1. DIRECTOR OF PERSONNEL			
2.			
3.			
4.			
5.			
Action	File	Note and Return	
Approval	For Clearance	Per Conversation	
As Requested	For Correction	Prepare Reply	
Circulate	For Your Information	See Me	
Comment	Investigate	Signature	
Coordination	Justify		

REMARKS

#1 - FOR ACTION: PLEASE REVIEW (ESPECIALLY
STEP #1 ON PAGE 1) AND COMMENT OR ACTION
AS APPROPRIATE.

DO NOT use this form as a RECORD of approvals, concurrences, disposals, clearances, and similar actions

FROM: (Name, org. symbol, Agency/Post)	Room No.—Bldg.
<input type="text"/> EXA/DDA <input type="text"/>	Phone No.

5041-102

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OPTIONAL FORM 41 (Rev. 7-76)
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DDA SUBJECT FILE COPY
60-7

EXECUTIVE SECRETARIAT

ROUTING SLIP

TO:

		ACTION	INFO	DATE	INITIAL
1	DCI		X		
2	DDCI		X		
3	EXDIR		X		
4	D/ICS				
5	DDI				
6	DDA	X			
7	DDO				
8	DDS&T				
9	Chm/NIC				
10	GC				
11	IG				
12	Compt				
13	D/OCA				
14	D/PAO				
15	D/PERS		X		
16	D/Ex Staff				
17					
18					
19					
20					
21					
22					
SUSPENSE		Date			

Remarks

Executive Secretary

29 Jul 87

Date

3637 (10-81)

STAT

Executive Registry

87-2847X

THE WHITE HOUSE

WASHINGTON

July 24, 1987



MEMORANDUM FOR THE HEADS OF EXECUTIVE DEPARTMENTS AND AGENCIES

On September 15, 1981, I issued Executive Order 12320, to enhance the Federal Government's support of Historically Black Colleges and Universities (HBCUs). On September 22, 1982, I issued further implementing instructions. The Executive Order is one aspect of my continuing commitment to improve educational opportunities for all Americans and particularly for the poor and minorities. The enrollment of minorities in postsecondary education is key to their personal economic success and to the growth of the American economy.

Since 1981, under the leadership of the Department of Education, there has been much progress by the 27 agencies specifically included in the Executive Order. It is apparent, however, that more can and should be done.

I am therefore now taking the following steps:

1. I direct the heads of the 27 agencies to make a personal effort to find creative ways to increase opportunities for HBCUs to participate in their programs and to make sure that agency officials understand the high priority I personally place on this initiative. Examples of activities each agency should explore include:

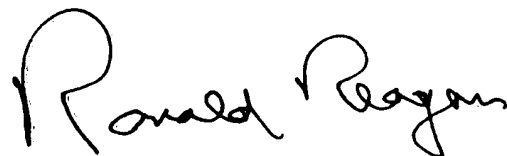
- o reviewing all agency programs for areas where more extensive involvement with HBCUs would aid the agency in fulfillment of its mission and could lead to a permanent improvement in the quality of the HBCUs' programs.
- o identifying ways to forge long-term links between specific schools and the private sector.
- o striving to increase the level of agency funding for higher education allocated to Historically Black Colleges and Universities.

2. I direct the Secretary of Education to provide additional assistance, as needed, to the 27 involved agencies as they carry out the objectives of the Executive Order.

3. I direct the Secretary of Education to conduct a thorough study of the factors that affect minority post-secondary enrollment, both financial and nonfinancial, and provide the results to me and to the Director of the Office of Management and Budget no later than June 1, 1988. The study should be comprehensive in scope and should include any recommendations of the Secretary for cost-effective approaches to increasing minority enrollment.

4. Pending completion of the study, I direct the Secretary of Education to provide to me and to the Director of the Office of Management and Budget by September 30, 1987, his recommendations for more immediate activities that can help address minority postsecondary enrollment. These recommendations should be developed in consultation with other involved agencies.

We have made significant progress in implementing the Executive Order, and I look forward to significant further strides forward in this matter. Educational opportunities for qualified minority students are vital to our Nation's future.

A handwritten signature in dark ink, reading "Ronald Reagan". The signature is written in a cursive, flowing style with a large initial "R".



DEPARTMENT OF HEALTH & HUMAN SERVICES

Executive Registry

87-2961X/1

Public Health Service

Alcohol, Drug Abuse, and
Mental Health Administration
Rockville MD 20857

DATE: August 11, 1987

TO: All Federal Agency and Executive Department Heads

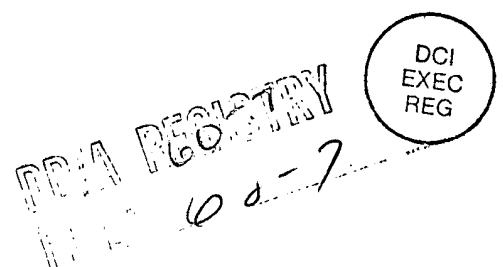
FROM: J. Michael Walsh, Ph.D., Chairman *J. Michael Walsh*
Interagency Coordinating Group for Executive Order Implementation

SUBJECT: Technical Assistance for Development of Agency Drug Testing Plans

Dr. Donald Ian Macdonald, M.D., Chairman, Coordinating Group on Drug Prevention and Health, National Drug Policy Board, has established an Interagency Coordinating Group (ICG) consisting of representatives from the Department of Health and Human Services (DHHS), the Office of Personnel Management (OPM), and the Department of Justice (DOJ) to assist agencies in the implementation of the President's Executive Order for a Drug-Free Federal Workplace (No. 12564). In a memo to all agency heads (29 July '87) Dr. Macdonald outlined a planned schedule of events regarding agency implementation of the Executive Order while addressing recent legislation (sec. 503, Title V of the Supplemental Appropriations for the Homeless Act of 1987) which has structured implementation into three tiers.

The timetable that Dr. Macdonald has established for this initiative is fixed and the deadlines are short. In order to respond to the milestones required of Tier 1 and 2 agencies, the Interagency Coordinating Group (ICG) will conduct a three day technical assistance workshop, September 14-16, 1987, in Charlottesville, Virginia. The purpose of the workshop is to assist Tier 1 and 2 agencies in the preparation of their agency plans for review and certification. Due to administrative considerations and space limitation this initial workshop will be limited to Tier 1 and 2 agencies with space available to accommodate up to five individuals from each agency. [Similar technical assistance will be provided to Tier 3 agencies at a date to be announced shortly.] The workshop is being designed to enable each agency to leave the workshop with a written draft plan consistent with the requirements of the Executive Order and the recent legislation.

At this time I am requesting that each agency identify a contact person who will serve as primary liaison between the ICG and your agency for this initiative. The name of this individual, and any others authorized to attend the September 14-16 workshop, should be submitted to this office as soon as possible (see attached form). Agency representatives listed on the attached form, who constitute your agency task group attending the workshop, should be authorized to speak for the agency in the decision process of plan development.



Page 2 - All Federal Agency and Executive Department Heads

Materials and information for the workshop will be sent to the agency representatives as soon as those individuals are identified. A model plan with detailed information on selecting "testing designated positions" will be provided prior to the workshop. The agency task group will need to review the model plan and prepare for what we anticipate will be an intensive working conference.

Tier 3 agencies are also asked to identify their primary drug testing liaison person. These liaisons will continue to receive information sent to Tiers 1 and 2 and will be notified about the Tier 3 workshop as soon as it is scheduled.

If you have any questions about this communication please contact me or Maureen Sullivan of my staff at 443-6780. Please complete the attached sheet and forward by COB August 17 for your agency to receive information on the workshop and the pre-workshop materials.

The ICG stands ready to assist all agencies in achieving the President's goal of a drug free Federal workplace.

cc: Dr. D. I. Macdonald
ICG Members:
M. Barnes, OPM
N. Everson, DOJ
J. Mangel, DHHS

AGENCY LIAISON FOR DRUG TESTING PROGRAMS
Tier 1 and 2 Agencies

These individuals listed below are designated to attend the September 14-16 workshop.

Agency Name: _____

Address: _____

Primary Liaison:

Name _____

Title _____ Phone No. _____

Room _____

Representatives:

Name _____

Title _____ Phone No. _____

Room _____

Representatives:

Name _____

Title _____ Phone No. _____

Room _____

Representatives:

Name _____

Title _____ Phone No. _____

Room _____

Representatives:

Name _____

Title _____ Phone No. _____

Room _____

RETURN BY AUGUST 17, 1987 TO:

J. Michael Walsh, Ph.D.
Chairperson, ICG
National Institute on Drug Abuse
Office of Workplace Initiatives, Room 10-A-53
5600 Fishers Lane
Rockville, MD 20857

AGENCY LIAISON FOR DRUG TESTING PROGRAMS
Tier 3 Agencies

The individual listed below is designated as our liaison for information for Tier 3 agencies.

Agency Name: _____

Address: _____

Primary Liaison: _____

Name

Title

Room

Phone No.

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J. Michael Walsh, Ph.D.
Chairperson, ICG
National Institute on Drug Abuse
Office of Workplace Initiatives, Room 10-A-53
5600 Fishers Lane
Rockville, MD 20857

**DEPARTMENT OF
HEALTH AND HUMAN SERVICES**

Public Health Service
Rockville MD 20857

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WASHINGTON DC 20505

